

Information Technology Professional Services
RFP # 317.03-081
RFP Amendment 4
September 20, 2002

1. On the State's *Responses to Written Comments*, dated and distributed on September 16, 2002, delete the State's responses to Items 31, 34, 35, and 38 in their entirety, and replace them with the following:

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| 31. | Referencing subsection 5.2.1.5, if a bidding company intends to use subcontractors, does that bidding company have to have all of the job classifications listed in Attachment 9.2 within its W-2 and 1099 labor force or can the bidding company use subcontractors to cover job classifications that it does not have on W-2 or 1099 staff? | <p>A Contractor may use subcontractor(s) to provide any Job Classifications that it chooses, provided the subcontractor(s) have been pre-approved by the State in writing in accordance with RFP Section 3.12 and <i>Pro Forma</i> Contract Section D.5.</p> <p>The expectation is that all assigned candidates are employees (receiving a W-2) of either the prime contractor or subcontractor. Prior to assigning any prime contractor- or subcontractor-provided candidate to a State project, the State will require the prime contractor to give sufficient proof, in accordance with IRS regulations, of the candidate's employment relationship with the prime contractor or subcontractor. If such proof is unacceptable to the State, the State may reject the candidate. The State also reserves the right to re-verify the employment relationship with the prime contractor and subcontractor at any time during the personnel's assignment to the State, and to terminate the personnel if the proof is unacceptable.</p> <p>In addition, if a prime contractor does intend for an approved subcontractor to provide some Job Classifications, it is important for that prime contractor to understand that <u>there will still be only one Cost Proposal in response to Attachment 9.2.</u> This Cost Proposal must be made by the prime contractor and must include complete responses to all Job Classifications. See the "REQUIREMENTS" list in Attachment 9.2, as amended.</p> |
| 34. | Referencing subsection 5.2.4.4, can we include the total number of individuals in each Job Classification for both the Contractor's company and the Subcontractors' companies that we are bidding? | <p>Yes, as long as all requirements of RFP Section 5.2.4.4 are met and a written commitment has been obtained from the subcontractor as described in the response to Item 32.</p> <p><u>The counts the Proposer provides in response to Section 5.2.4.4 may include both prime and committed subcontractor personnel who have either 1099 or W-2 relationships with their respective companies.</u> However, all personnel actually assigned to State projects must have W-2 relationships with the prime or subcontractor. See State's responses to Items 31 and 35, as amended.</p> |
| 35. | As we answer subsection 5.2.4.5, can we include in our counts the following? | The Proposer may include in its counts any personnel, either the Proposer's employees or those of |

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| | <ol style="list-style-type: none"> 1. Contractor W-2 employees 2. Contractor 1099 relationships 3. Approved subcontractor W-2 employees and 1099 relationships | <p>subcontractors, that meet all requirements of RFP Section 5.2.4.5, and for which a written commitment has been obtained from any subcontractors as described in response to Item 32. <u>The Proposer may include in the counts both prime and committed subcontractor personnel who have either 1099 or W-2 relationships with their respective companies.</u> However, note the following requirement for personnel that are actually assigned to the State.</p> <p>The expectation is that all assigned candidates are employees (receiving a W-2) of either the prime contractor or subcontractor. Prior to assigning any prime contractor- or subcontractor-provided candidate to a State project, the State will require the prime contractor to give sufficient proof, in accordance with IRS regulations, of the candidate's employment relationship with the prime contractor or subcontractor. If such proof is unacceptable to the State, the State may reject the candidate. The State also reserves the right to re-verify the employment relationship with the prime contractor and subcontractor at any time during the personnel's assignment to the State, and to terminate the personnel if the proof is unacceptable.</p> <p>See also the State's responses to Items 31, 34, and 35, as amended.</p> |
| 38. | <p>From a historical perspective, for 2000 and 2001, what size metrics can you share with us about the ITPRO program, such as number of FTE person-months by Job Classification, total number of dollars awarded through ITPRO to all vendors, details of hourly rates on awarded SOWs, how many SOWs were issued, etc.?</p> | <p>The requested information is not available within the time constraints of this RFP schedule. However, please see the following website for the "ITPRO 2K MOU Spending Report": http://www.state.tn.us/finance/oir/sds-rfps/</p> <p>The ITPRO 2K MOU Spending Report provides current, basic information with regard to ITPRO staffing, rates, and spending patterns. Each row (that is not a header) represents one assigned contractor, and the rows are group-sorted by Job Classification. Note that the MOU spending figures contained therein pertain to fiscal year 2002; and the Year 2 and Year 3 rates refer to current ITPRO Contract Years, which run from April 17 through April 16. Please be aware that the data in this report reflects, for the most part, a forty (40) hour workweek; with fewer or more hours in some cases (see also the State's response to Item 50). <u>NOTE: The State does not guarantee the accuracy of the report's contents.</u></p> |